

# **BYLAWS**

FIRST SOUTHERN BAPTIST CHURCH OF SCOTTSDALE

DECEMBER 8, 2019

## **PREAMBLE**

The mission of First Southern Baptist Church of Scottsdale is to lead every generation to the life-changing hope of Jesus. We accomplish this mission through our four Core Values:

1. Believe – God’s Truth is the foundation to knowing, loving, and understanding Him.
2. Grow – Growth means change, and following God is moving where He takes us both personally and as a church.
3. Connect – Hope is proclaimed when we are in relationship with God, the church family, and our community.
4. Serve – We are committed to selflessly serving God and others in the church, community, and world.

The church is autonomous and maintains the right to govern its own affairs, independent of any denominational control. Recognizing, however, the benefits of cooperation with other churches in world missions, this church voluntarily affiliates with the Southern Baptist Convention in its national, state, and local expressions.

We affirm the Holy Bible as the inspired Word of God and as the only basis for our beliefs. This church accepts “The Baptist Faith and Message 2000,” an affirmation of basic Christian beliefs, as a general statement of our faith

This church is open to all people for worship regardless of race, color, creed, or nationality; and, should they desire to unite with this church, they may be accepted as stated in these Bylaws.

Recognizing the Bible as its final authority in all matters of faith and practice, the First Southern Baptist Church of Scottsdale, Arizona adopts these Bylaws pursuant to its Articles of Incorporation and Arizona Revised Statutes to help coordinate the work of church officers (President, Vice President, Treasurer, and Clerk), Elders, Deacons, staff, and committees and to set forth policies and procedures for conducting the business and affairs of the church.

Final authority for church business and administration is vested in the members assembled in scheduled business meetings. All officers and agents of the corporation, as well as all councils, committees, and teams are answerable to and empowered by the church with the authorities and responsibilities specified in these Bylaws, Guidebook of Operating Procedures, and other church policies.

## **ARTICLE 1: MEMBERSHIP**

### **Section 1: General**

Membership in this Church shall consist of all persons who upon examination have met the qualifications for membership and are listed on the membership role.

### **Section 2: Qualifications**

The following four qualifications are a requirement for membership:

- a. A personal commitment of faith in Jesus Christ for salvation;
- b. Baptism by immersion as a testimony of salvation;
- c. Completion of the Church's membership class; and
- d. A commitment to abide by the Membership Covenant.

**Section 3:**      **Method of Membership**

A person may become a member of this church by making a public decision affirming personal trust in Christ as Savior and Lord and requesting membership in this church in accordance with one of the following ways:

**A. Letter**

A candidate who is a member of another New Testament church of like faith and order may become a member of this church on the promise of a letter from his or her church indicating membership in good standing.

**B. Statement**

A candidate for membership may become a member of this church by affirming trust in Christ as Savior and Lord and baptism by another New Testament church of like faith and order (the candidate having lost connection with that church). An effort will be made to confirm the candidate's claimed membership and good standing with the claimed church of membership.

**C. Baptism**

A candidate for membership may become a member of this church by affirming trust in Christ as Savior and Lord and by receiving New Testament baptism.

**Section 4:**      **Designation of Membership**

In an effort to properly reflect the membership of the Church, a membership roll shall be maintained by the church administration. These rolls shall be updated continuously.

**Section 5:**      **Categories of Membership**

Members will be categorized as either Active Members or Inactive Members. Active Members are those members whose addresses are known to the Church Clerk. Inactive Members are those members whose addresses are not known to the Church Clerk or who have not made contact with the church within a two-year period.

**Section 6:**      **Responsibilities of Membership**

The responsibilities of membership are described in the Membership Covenant (Guidebook, Article 8).

**Section 7:**      **Voting Rights of Membership**

Active Members shall have the right to vote. Each member present at a business meeting is entitled to cast one vote on each matter brought before the Church body for a vote. Absentee voting or voting by proxy is prohibited.

**Section 8:**      **Termination of Membership**

Members shall be removed from the Church roll for the following reasons:

- a. Death
- b. Transfer of membership to another church

- c. Personal request of the member
- d. Dismissal by the Church according to the following conditions:
  - i The member's life and conduct are not in accordance with the Membership Covenant in such a way that the member hinders the ministry influence of the Church in the community.
  - ii Guidelines for the dismissal of a member shall be according to Matthew 18:15-17

**Section 9:**      **Method of Membership Termination**

Termination of a member's membership due to an offense shall be first considered by the Pastors and Elders, and secondly determined by a majority vote of the Council of Elders.

**Section 10:**    **Restoration of Members**

Members dismissed may be restored by the Pastors and Elders according to the spirit of 2 Corinthians 2:7-8, when their lifestyles are judged to be in accordance with the Membership Covenant.

**ARTICLE 2: MEMBERSHIP MEETINGS**

**Section 1:**      **Annual Meeting**

One annual meeting of the membership shall be conducted by The Moderator at the church's premises each year at the end of the fiscal year. The purpose of the meeting is to:

- a. Adopt an annual budget,
- b. The election of Elders, Deacons, the Treasurer, the Church Clerk, and those members that will serve on the Church Committees.

Subject to Section 4 of this Article, any other proper business may be conducted at this meeting.

**Section 2:**      **Quarterly Business Meetings**

Business meetings shall be scheduled and conducted by The Moderator no less frequently than quarterly for the purpose of reviewing the church budget, voting on new members, and other business as determined by The Moderator. Notice will be given to the members about the dates and times of quarterly meetings in accordance with Section 4 of this Article.

**Section 3:**      **Special Meetings**

Special meetings may be called at any time by the Lead Pastor, The Leadership Team ("TLT"), or the Elders for any purpose by giving notice to the members in accordance with Section 4 of this Article.

**Section 4:**      **Notice Requirements**

Whenever members are required or permitted to take any action at a meeting, notice shall be given to members no less than one week prior to a meeting. The notice shall include: the time, date and place of the meeting, meeting agenda, a brief description of the items for consideration, and when possible proposed language of any resolution(s). Notification of membership meetings shall be given in the following manner:

- a. Oral announcement to the congregation at Sunday service(s); and
- b. Distribution of written or electronic material to the membership.

**Section 5:**      **Quorum**

Those active members present and voting at a duly noticed and called meeting shall constitute a quorum of the membership for the transaction of business.

**Section 6:**      **Parliamentary Rules**

Robert's Rules of Order, Revised (always the most current edition) is the authority for parliamentary rules of procedure for all business meetings of the church, unless there is a conflict with the Bylaws or Guidebook, in which case the Bylaws and Guidebook shall take precedence. The church may, by majority, vote to adopt specific exceptions to Robert's Rules of Order.

**Section 7:**      **Items for Member Vote**

The following items are of such a critical nature to the functioning of the Church that only a vote of the members may determine the Church's action:

- a. Calling of Lead Pastor \*
- b. Forced termination of a Lead Pastor \*
- c. Election of Elders and Council of Elders \*
- d. Election of Deacons and Council of Deacons \*
- e. Adoption of the annual budget
- f. Acquisition of real property \*
- g. Disposing of all or substantially all of the Church's assets
- h. Incurrence of indebtedness of more of 10% of annual budget \*
- i. Adopting or changing the governing documents of the organization
- j. Adopting or amending a merger agreement; or
- k. Approving the election to dissolve the Church

An asterisk (\*) denotes those items that require 3/4 majority vote for approval. All other items on the list require a 2/3 majority vote for approval. Any other items brought before the Church require a simple majority vote for approval.

Church members may bring items to any member of the Elder Council or TLT who will in turn see that the matter is brought before the Elders and pastoral staff. The Leader to whom the item is brought, is responsible for ensuring the concerned church member is contacted and kept updated on the progress of or disposition of the issue.

**Section 8:**      **Conducting Church Business**

In all membership meetings, church action shall be taken only on duly noticed items and recommendations of the Elders, TLT, or other standing committees. Church action shall consist of approval, disapproval, discussion, or tabling of the recommendation under consideration. The Lead Pastor shall act as Moderator of Church Business Meetings. In his absence, his designee shall act as Moderator.

All votes shall be by voice, show of hands, or ballot (as designated by the governing documents) except that a secret ballot shall be held if approved by a majority vote. Each Active Member of the church present shall be entitled to one vote. Voting by proxy is prohibited. Those not voting shall not be counted for or against any motion. In case of a

tie vote, the measure shall fail; the Moderator shall not cast the tie-breaking vote (though he or she may have already voted).

At all church business meetings, a record of official actions (i.e., minutes) shall be made by the Church Clerk or another designated person. The minutes recorded by the Church Clerk shall be presented at the next regularly scheduled business meeting for discussion, correction (if necessary), and approval. After approval of business meeting minutes, the Moderator and the Church Clerk shall sign the minutes certifying that they are accurate as approved by the church.

### **ARTICLE 3: KEY CHURCH POSITIONS AND COMMITTEES**

#### **Section 1: General Requirements**

The church shall maintain certain committees, teams, or other groups made up of its members for the purpose of aiding the body in serving Christ, one another, and the community for Christ. Each church committee, ministry, or team shall be responsible for accomplishing the purpose for which it was established. Each church committee, ministry, or team shall choose its own Chairperson. The chairperson or his or her designee shall act as the official representative for the group.

All officers of the church corporation shall be Active Members of this church and shall serve at the pleasure of the church. Their election shall be in accordance with these Bylaws.

The officers of the church corporation (the President, Vice President, Treasurer, Clerk) are elected for the purpose of carrying out the legal business of the church at the direction of its members.

When acting as an authorized officer or agent of the church corporation, any individual officer or agent shall not be personally liable for any action he or she has been directed to take by the church.

Anyone holding a Key Church Position, except the Lead Pastor whose recall procedures are presented herein, may be recalled from their position by a majority vote of the church members upon recommendation of the Lead Pastor, Elder Council, or the TLT. Such recall recommendation shall be made at a special business meeting of the Church.

#### **Section 2: The Lead Pastor**

##### **A. Role of Lead Pastor**

The Lead Pastor is responsible for leading the Church to function as a Biblical church. The Lead Pastor will provide spiritual leadership for the congregation and lead the Church staff in the performance of their duties.

##### **B. Primary Duties**

The Lead Pastor is leader of pastoral ministries of the church. As such, he works with the Church's ministerial and non-ministerial staff, the Council of Elders, the TLT, the Council of Deacons, and the Church Committees to:

- i. Lead the Church to the achievement of its mission
- ii. Proclaim the gospel to believers and unbelievers
- iii. Care for the Church body.

The Lead Pastor shall be ex-officio member of the Council of Elders, the TLT, Council of Deacons, all Church Committees, and other groups, except the Pastor Search Committee. The Lead Pastor may appoint any member of the church staff to be the ex-officio member of The Council of Elders, the TLT, The Council of Deacons, the Church Committees and other groups, in his place and at his discretion. He or his designee shall examine all candidates for baptism concerning their conversion and shall instruct new members in their duties, privileges, and responsibilities.

The Lead Pastor shall recommend ministries and events in harmony with and in furtherance of the mission and policies of this church. The Lead Pastor, or other ministerial staff at his direction, shall keep the members informed of the activities of the other ministries (associations, conventions, etc.) with which this church cooperates.

#### **C. Calling of a Lead Pastor**

A Lead Pastor shall be chosen and called by First Southern Baptist whenever a vacancy occurs.

Any First Southern Baptist Church member has the privilege of making other nominations of candidates for the Lead Pastor position to the Pastor Search Committee. The committee shall bring to the consideration of the Church only one name at a time. The election shall take place at a special meeting called for that purpose, of which at least two weeks public notice has been given. The Lead Pastor, thus elected, shall become a member of First Southern Baptist Church and serve until the relationship is terminated by his request or First Southern Baptist Church request.

Detailed process can be found in the Guidebook, Article 6 Section 3.

#### **D. Resignation of Lead Pastor**

The Lead Pastor may relinquish the office as Lead Pastor by giving his resignation. At that point the office of Lead Pastor will be considered vacant.

#### **E. Removal of Lead Pastor**

The procedure for forced termination of the Lead Pastor shall be as follows:

- i. The Personnel Committee shall produce a written document to delineate the scriptural and spiritual grounds for the forced termination of the Lead Pastor. This document shall be considered as confidential to the Committee body until it is approved by the Personnel Committee. This document shall be given to the Lead Pastor at least one week prior to the Personnel Committee meeting on this subject. The Personnel Committee shall seek appropriate legal counsel concerning the document.
- ii. At a duly noticed Personnel Committee meeting, the Lead Pastor shall give an account of those matters addressed in the written document. The Personnel Committee shall request that all members of the Council of Elders and TLT attend this meeting. The Personnel Committee and Elders/TLT shall carefully and prayerfully consider the entire matter in light of the Lead Pastor's response, and shall vote by open ballot whether to put forward a

written recommendation in order to refer the matter to the church. A 3/4 vote of those present is required to proceed.

- iii. If less than 3/4 of the Personnel Committee and Elders/TLT vote to recommend forced termination, the matter shall summarily and immediately be closed.
- iv. Upon approval by the Personnel Committee and Elders/TLT, the Chairman of the TLT shall call a special meeting of the membership. The written recommendation of the Personnel Committee shall be published to the entire membership when notice of the meeting is given. The meeting will conclude with a secret ballot, in which only Active Members may vote, and a 3/4 majority vote of those present and voting shall be necessary to discharge the Lead Pastor.

**Section 3:**      **Other Ministerial Staff**

Full-Time Ministerial positions shall be discussed by the Lead Pastor and the Personnel Committee. To fill these positions, the staff shall be called and employed by the Lead Pastor or his representative. A job description shall be written when the need for a staff member is determined. The Personnel Committee shall vote to terminate such staff upon recommendation of Lead Pastor or his appointed representative. Upon employment all ministerial staff are required to become members of First Southern Baptist Church.

**Section 4:**      **Part-Time Ministerial and Non-ministerial Staff**

Part-Time Ministerial and Non-ministerial staff members shall be employed as First Southern Baptist Church determines the need for their services. The Personnel Committee and Lead Pastor shall have the authority to employ and to terminate services of Part-Time Ministerial and Non-ministerial staff members. Such employment and termination of services shall be with the recommendation of the supervising staff member and, as appropriate, with the consultation of the Personnel Committee.

**Section 5:**      **Elders**

**A. Composition of Council of Elders**

The Council of Elders is comprised of no fewer than four and no more than 12 men. The Lead Pastor and Full-Time Pastoral Staff are permanent members of the Council of Elders. The Lead Pastor and TLT shall determine the composition of the Council of Elders.

**B. Role of Elders**

Elders function as spiritual discerners and guardians of the church. They are not expected to oversee specific projects or ministry areas in their capacity as Elders. They function as overseers for the entire organization. Elders do not make decisions with respect to programming but are responsible for matters concerning the overall direction of the organization. A quorum of 3/4 must participate and be in consensus at the time of any formal decision or recommendation to the church. The Elders will meet with the Lead Pastor every two months, no less than five times per year.

**C. Primary Duties**

- i. To partner with and hold accountable the Lead Pastor.
- ii. Along with the TLT, to evaluate the church's strategy and actions ensuring they are consistent with the mission of First Southern Baptist Church.

- iii. The Elders do not determine programming. This responsibility falls to the ministerial staff. However, Elders are responsible for evaluating programming based on its appropriateness and effectiveness in furthering the overall mission of First Southern Baptist Church.
- iv. Make sure the use of resources supports First Southern Baptist Church's purpose.
- v. To assist the church in dealing with the Biblical issues of: conflict resolution, church discipline, shepherding, and doctrinal purity.
- vi. As shepherds of the flock, the Elders will partner with the Lead Pastor to help to ensure the body is healthy by leading the church to follow Biblical practices and adhere to Biblical doctrine.
- vii. Act along with the TLT to manage the spiritual shepherding of the church in the absence of a Lead Pastor.

#### **D. Nomination and Term of Service**

Nomination and election of Elders are addressed in the Guidebook, Article 3, Section 2. Once elected, Elders are expected to serve in this capacity for a minimum of four years, but will be required to be re-confirmed every fourth year, and no more than eight years per turn. Elders may be reappointed after a one-year sabbatical from the Council of Elders. In case of death or removal or incapacity to serve, the Church may ratify an Elder to fill the unexpired term. There shall be no obligation to constitute as an assigned Elder one who has been an Elder of another church; but in such instances as one might be chosen by this Church for assignment as an Elder, his previous ordination by another church of like faith and order shall suffice for this Church.

#### **E. Screening**

Prior to consideration for election by the Church, all nominees will be interviewed. This screening shall be conducted through the Lead Pastor, Council of Elders, and the Council of Deacons. A candidate for Elder must:

- i. Be a man of at least 25 years of age.
- ii. Have been a member of First Southern Baptist Church for at least two years prior to nomination for Elder.
- iii. Have been serving in a ministry of FSBCS for at least the past 18 months prior to nomination for Elder.
- iv. Consistently give at the level of the tithe to First Southern Baptist Church.
- v. Meet the requirements/qualifications for elders found in 1 Timothy 3:1-7 and Titus 1:5-9.

### **Section 6: The Leadership Team ("TLT")**

#### **A. The Composition of the Leadership Team**

The Team is comprised of the Chairmen of the Elders, each Committee, and Deacons as well as all Pastoral Staff. The Lead Pastor is an Ex-Officio member of the Team. The TLT shall elect a Chairman each year.

#### **B. Role of the Leadership Team**

The Team functions as discerners and guardians of the business strategies of the church (eg. finances, personnel, facilities, etc). They are not expected to oversee specific projects or ministry areas in their capacity. They function as overseers for the entire organization. The Team will meet with the Lead Pastor every two months, no less than



five times per year.

**C. Primary Duties**

- i. To manage and evaluate the church's business strategies and actions ensuring they are consistent with the mission of First Southern Baptist Church.
- ii. The Team does not determine programming or ministry strategies. This responsibility falls to the ministerial staff. However, The Team is responsible for evaluating the use of resources for programming in order to protect the practical aspects of First Southern Baptist Church.
- iii. Make sure the use of resources supports First Southern Baptist Church's purpose.
- iv. The TLT will review and approve the annual budget from the Stewardship Committee before The Stewardship Committee presents the budget to the congregation for approval.
- v. To provide a forum for all committees to communicate with one another for the unity and health of the management of the church.
- vi. To be an additional point of contact between leadership and membership.
- vii. Act along with the Council of Elders to manage the business of the church in the absence of a Lead Pastor.

**D. The Authority of the Leadership Team**

The Team does not make decisions with respect to programming but are responsible for matters concerning the overall direction of the organization. A quorum of three-fourths must participate and be in consensus at the time any formal decision or recommendation to First Southern Baptist Church is made.

- i. The Team may not appoint a new Lead Pastor.
- ii. The Team cannot change or establish the denominational affiliation of First Southern Baptist Church.
- iii. The Team may not change the Articles of Incorporation or the By-Laws.

**Section 7: Deacons**

**A. Role of Deacons**

The role of a Deacon is to serve and not to be the administrative body of the Church. As servants of the Church Body, the role of the Deacon is to assist the pastoral staff in ministering to the spiritual, emotional, and physical well-being of the members of the church and to care for the church body and their needs.

The responsibilities of each Deacon will include:

- i. Each Deacon will be actively serving and/or leading in at least one ministry of the church.
- ii. Each Deacon will be responsible for the care of widows, widowers, and needy families within the congregation to keep in contact with and care for during their tenure as a Deacon.
- iii. Attend the regular and special called Council of Deacon meetings. A Deacon must attend a minimum of half of the regular and special called Council of Deacon meetings.
- iv. Support and assist the Pastoral Staff in the care for the church (for example, assisting with the Lord's Supper).

### **B. Nomination and Term of Service**

Deacons shall be nominated through the Council of Deacons and ratified by the Church Body. See the Guidebook, Article 3 Section 3, for Nomination Process. Once elected the Deacons shall serve until they wish to take a sabbatical or resign from the Council of Deacons, but will be required to be re-confirmed every fourth year. In case of death or removal or incapacity to serve, the Church may ratify a Deacon to fill the unexpired term. There shall be no obligation to constitute as an assigned Deacon one who has been a Deacon of another church; but in such instances as one might be chosen by this Church for assignment as a Deacon, his previous ordination by another church of like faith and order shall suffice for this Church. Any Deacon must be a member of First Southern Baptist Church before consideration of the church.

### **C. Screening**

Prior to consideration for election by the Church, all nominees will be interviewed. This screening shall be conducted through the Lead Pastor and the Deacon body. A candidate for Deacon must:

- i. Be a man of at least 25 years of age.
- ii. Have been a member of First Southern Baptist Church for at least two years prior to nomination for Deacon.
- iii. Have been serving in a ministry capacity for at least the past 18 months prior to nomination for Deacon.
- iv. Consistently give at the level of the tithe to First Southern Baptist Church.
- v. Meet the requirements/qualifications for Deacons found in 1 Timothy 3:8-13.

### **E. Election**

The Church shall ratify Deacons by ballot at called membership meetings of the Church. See the Guidebook, Article 3 Section 3, for Election Process.

### **F. Council of Deacons**

All ordained Deacons ordained by this or another New Testament church of like faith and order will constitute the Council of Deacons. The number of Deacons shall be no less than 12 and no more than the number corresponding to one position for every ten Active Members. The Council of Deacons shall have the discretion to increase or decrease the number of positions on the Council consistent with the provisions of the Bylaws and Guidebook. The Council of Deacons shall meet no less than quarterly at a regular time and place established by the Council of Deacons. A majority of the Council of Deacons is a quorum and must be present to conduct business. The Council of Deacons shall have the discretion to increase or decrease the number of positions on the Council consistent with the provisions of the Bylaws and Guidebook. A Chairman, Vice-Chairman, and Secretary shall be elected and serve a term of three years.

## **Section 8: Chairman of the Council of Deacons / President of the Corporation**

The President is authorized to act in the legal behalf of the church on any action approved by the church membership and sign routine documents necessary to carry on the normal business of the church.

The President is the Chairman of the Council of Deacons. Once elected, the President shall serve for a term of one year. In case of death or removal or incapacity to serve, the Vice President will be promoted to the office of President to fill the unexpired term. A person shall simultaneously hold no more than two of the following four positions;

Elder, Committee member, and President/Vice President.

**Section 9:**     **Vice Chairman of the Council of Deacons / Vice President of the Corporation**

The Vice President is authorized to act in the place of the President, in the absence of or at the special designation of the President.

The Vice President is the Vice Chairman of the Council of Deacons. Once elected, the Vice President shall serve for a term of one year. In case of death or removal or incapacity to serve, the Church Clerk will be promoted to the office of Vice President to fill the unexpired term. A person shall simultaneously hold no more than two of the following four positions; Elder, Committee member, and President/Vice President.

**Section 10:**   **Treasurer of the Corporation**

To serve with the Stewardship Committee, the Church shall appoint a Treasurer as its financial officer. Once elected the Treasurer shall serve until they choose to take a sabbatical or resign, but will be required to be re-confirmed every third year at the Annual Business Meeting. The Church Treasurer shall account for the receipt, preservation, and disbursements of all money or other things of value given to the church. The Treasurer shall pay out all moneys constituting expenditures of the church, upon receipt of invoices, and subject to the accounting control established by the Stewardship Committee. It shall also be his duty to keep at all times an itemized account of all receipts and disbursements and to prepare financial reports in compliance with legal requirements. It shall be his duty to render to the church at each regularly scheduled business meeting a report of the financial condition of the church. The Treasurer shall be bonded, First Southern Baptist Church paying for the bond.

All books, records, and accounts kept by the Church Treasurer shall be considered the property of the church. The books shall be open to inspection at all regular business hours by any member of the church. Individual giving records shall be maintained in strict confidence by and available only to the individual(s) responsible for maintaining such records. The Lead Pastor shall designate such individual(s).

**Section 11:**   **Corporate Secretary (Church Clerk)**

Once elected the Clerk shall serve until they choose to take a sabbatical or resign, but will be required to be re-confirmed every third year at the Annual Business Meeting. The Corporate Secretary shall record and maintain: the membership roll, minutes of business meetings, and other necessary corporate documents and certifications. These books and records shall be open for inspection at all times to any member of the church. The Clerk shall keep a register of the names of members with dates of admission, dismissal, or death, together with a record of baptisms. The Clerk shall oversee issuance of letters of dismissal voted by the church, preserving on file all communications and written official reports, and giving legal notice of all meetings, where such notice is necessary, as indicated in these Bylaws.

**Section 12:**   **Directors**

The Directors of the Corporation shall be the President and Vice-President of the Corporation. They shall hold in trust the church property. Upon a specific vote of the Church authorizing each action, they shall have the power to buy, sell, mortgage, lease, or transfer any church property. When the signatures of Directors are required, they shall sign legal documents involving the sale, mortgage, purchase, or rental of property, or

other legal documents related to church-approved matters

**Section 13: Stewardship Committee**

**A. Composition and Election**

The Stewardship Committee shall be composed of a Chairman and five members, which are recommended by the Ministry Placement Team and elected by the church at the annual business meeting. The Church Treasurer shall also serve on this Committee and shall direct the area of accounting. Committee members shall be elected for a three-year term with two members rotating off the committee each year. Committee members must have been a member of First Southern Baptist Church for at least two years prior to nomination for the Stewardship Committee.

**B. Role**

The Stewardship Committee shall be responsible for the development and implementation of stewardship programs, the promotion of stewardship education, the establishment of procedures for the accounting and expenditure of General Fund receipts, and the maintenance of a balanced church budget throughout the year. The Stewardship Committee shall also be responsible for preparing an annual General Fund budget, which shall be approved by the church at the Annual Business meeting and which details the budgeted amounts by established budget line codes.

The Lead Pastor or his designee shall be responsible for authorizing expenditures of General Fund receipts, subject to the limits of the church approved budget and to the availability of funds. The Stewardship Committee shall be responsible for establishing the general limits of expenditures that can be made in each month, and the Lead Pastor or his designee is responsible to see that these limits are not exceeded.

See Guidebook Article 7 Sections 1 through 4 for establishment of the Church Annual Budget.

**Section 14: Personnel Committee**

**A. Composition and Election**

The Personnel Committee shall consist of a Chairman and five members. Vacancies on the Personnel Committee shall be filled with persons nominated by the Ministry Placement Team and elected by the church at the Annual business meeting. Committee members shall be elected for a three-year term with two members rotating off the committee each year. Committee members must have been a member of First Southern Baptist Church for at least two years prior to nomination for the Personnel Committee.

**B. Role**

The basic responsibility of the Personnel Committee shall be to assist the congregation and the Lead Pastor in matters related to personnel administration and management. This committee shall be responsible for establishing and making available to the church, procedures and general policy in the areas of employment, salaries, benefits, job descriptions, and personnel services for all church paid staff members.

Duties of the committee are:

- i. Upon recommendation of the Lead Pastor, the Personnel Committee shall recruit, interview, make recommendation to the church for employment, and place on the job any applicant following official action by the church. This applies to all ministerial staff members except the Lead Pastor. Other staff filling open positions need not be recommended to the church. Before taking such action, the Lead Pastor and the Personnel Committee shall confer with the Stewardship Committee to assure that funds are available within the approved church budget.
- ii. To oversee the Lead Pastor, who will oversee other staff members.
- iii. To initiate and maintain the church approved salary, vacation, and holiday program for all church paid ministerial and administrative staff personnel and other employees of the church.
- iv. To evaluate the salary structure at least once each year and to make recommendation to the Stewardship Committee concerning adjustment relating to personnel in the new budget.
- v. To prepare and furnish each church paid ministerial and administrative staff personnel and other employee with a written job description.
- vi. To arbitrate questions of benefits, responsibilities, performance, absences from duty, etc., as may arise.
- vii. To create and maintain the church approved Personnel Policy Manual, which will include personnel policies and job descriptions of all paid staff personnel.

**Section 15: Ministry Placement Team**

**A. Composition and Election**

The Ministry Placement Team shall be composed of a Chairman and at least five members. The Team can enlist additional members as needed. Team members shall be approved by the church at the Annual Business meeting and shall be elected for a three-year term with two members rotating off the team each year. Team members must have been a member of First Southern Baptist Church for at least two years prior to nomination for the Ministry Placement Team.

**B. Role**

The basic responsibility of the Ministry Placement Team is to enlist, equip, and enable qualified persons for positions that involve volunteer leaders and committee members. This team shall be responsible for knowing the church membership and learning the callings, gifts, talents, skills, and willingness to serve in various church positions, committees, ministries, and teams.

The Lead Pastor and other appropriate staff members should work closely with this team to provide guidance for recommending new committee members including new members of the Ministry Placement Team. This team should always consult with appropriate persons at all levels of the ministries relating to newly enlisted leaders. This team shall present to the church at least annually a current list of all volunteer ministry personnel in the church.

**Section 16: Buildings and Grounds Committee**

**A. Composition and Election**

The Buildings and Grounds Committee shall consist of a Chairman and five members. Vacancies on the Buildings and Grounds Committee shall be filled with persons nominated by the Ministry Placement Team and elected by the church at the Annual Business meeting. Committee members shall be elected for a three-year term with two members rotating off the committee each year. Committee members must have been a member of First Southern Baptist Church for at least two years prior to nomination for the Buildings and Grounds Committee.

**B. Role**

The basic responsibility of the Building and Grounds Committee shall be to assist the church in the care of its facilities, including buildings and grounds. The Lead Pastor or his designee will be the staff coordinator for the Building and Grounds Committee.

**Section 17: Missions Committee**

**A. Composition and Election**

The Missions Committee shall consist of a Chairman and five members. Vacancies on the Missions Committee shall be filled with persons nominated by the Ministry Placement Team and elected by the church at the Annual business meeting. Committee members shall be elected for a three-year term with two members rotating off the committee each year. Committee members must have been a member of First Southern Baptist Church for at least two years prior to nomination for the Missions Committee.

**B. Role**

The basic responsibility of the Missions Committee is to champion our mission priorities and emphasis.

Duties of the committee:

- i. Selecting the individual recipients of the directed missions portion of the annual budget.
- ii. Partnering through regular communication, encouragement, and prayer for the church's mission partners.
- iii. Working with our pastors to coordinate mission trips and keeping the congregation informed on the latest developments and needs for their respective mission partner.
- iv. Gathering information, structuring, implementing, and championing all extra mission offerings (i.e. Annie Armstrong, Lottie Moon, Baby Bottle Campaign, etc.).

**Section 18: Other Groups**

The church may provide other committees, teams, or groups for the purpose of serving Christ, the church body, and the community as needed. The establishment of these groups shall be according to policies related to the Ministry Placement Team.

**ARTICLE 4: ORDINANCES**

**Section 1: Baptism**

Baptism is a symbolic act of obedience. A person who receives Jesus Christ as Savior by

personal faith and indicates a commitment to follow Christ as Lord, shall be received for baptism.

- a. Baptism shall be by immersion in water.
- b. Baptism shall be administered as an act of worship during any worship service.
- c. Baptism shall be as soon as possible after the public confession of faith.

**Section 2:**      **The Lord's Supper**

The Lord's Supper is a symbolic act of obedience whereby those who have received salvation, through partaking of the bread and fruit of the vine, commemorate the death of Jesus Christ and anticipate His second coming. We prepare ourselves for the Lord's Supper in these four ways:

- a. Self-Examination    (*1 Corinthians 11:27*)
- b. Confessing my sins privately to the Lord    (*1 John 1:9*)
- c. Recommitting my life to the Lord    (*Romans 12:1*)
- d. Restoring broken relationships    (*Matthew 5:23-24*)

**ARTICLE 5: CHRISTIAN MARRIAGE AND FAMILIES**

**Section 1:**      **Church Subject to Biblical Authority on Marriages**

First Southern Baptist Church follows the living, holy and God inspired Bible as God's instruction manual for all followers of Jesus Christ, including all leaders and members at First Southern Baptist Church. The Bible is the authority under which we make all ministry operating decisions and all church conduct and policies must be consistent with Scripture (2 Timothy 3:16-17). Our church, its ministers and its properties exist only to serve and be used for biblical principles and shall not be used for ungodly, unbiblical purposes such as performing non-Christian marriages, even if under government duress.

**Section 2:**      **Biblical Teachings on Marriage**

The Book of Genesis shows that the Christian concept of marriage is based on God's revelation of the origin of human life on earth where God declares that His creation was "very good" after He had declared that it was not good for man to be alone and He created Eve to make them complete as a husband and wife, man and woman.

We believe that Scripture teaches that sexual intimacy should only occur between a man and a woman who are married to each other and that men and women should not otherwise engage in acts of sexual intimacy other than within such a marriage. Scripture teaches that any other form of sexual intimacy is immoral, including but not limited to adultery, fornication, homosexuality, bisexual conduct, incest, or pornography, and is sinful and offensive to God and is harmful and contrary to the best interest of the individuals who engage in such conduct.

However, we also believe Scripture requires every person be shown compassion, love, kindness, respect, and dignity. This requires that we relate to all people, whether they are members of the Church or not, with both love and truth. We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ.

**Section 3:**      **Church's Acceptance of God's Word over Man's Anti-Biblical Laws**

First Southern Baptist Church accepts this Biblical covenant of marriage as it has existed

from the first man forward and that precedes any governmental laws regulating the marriage unit that God created. The Biblical concept is that marriage is an emotional, physical, and spiritual union between one man and one woman who become one flesh together when they join as husband and wife. In Mark 10:2-9, Jesus clearly states that God's plan and view of marriage involves only the union of a man and woman in matrimony that is holy and acceptable to God. Obedience to the Word of God in the areas of sexual behavior leads to stable and productive family life. The husband and wife marriage relationship reflect the church's relationship with God. In Ephesians 5, husbands are commanded to love their wives as Christ loves the church, to be willing to die for them and wives are called to respect their husbands as the head of the family, just as Christ's body, His Church is called to respect Christ as head of the church in all regards.

First Southern Baptist Church respects Christ as the Head of the Church and will follow only His teachings on marriage regardless of what any secular government might otherwise attempt to command.

**Section 4:**      **Harm from False Teachings on Marriage**

To the extent that Biblical truths about marriage are corrupted by laws or man, the family unit as God created it is harmed. When a society proclaims a corrupt definition of marriage it rejects God and harms those who are falsely led to believe they live in a valid relationship. All people who consistently live in violation of God's truths without true repentance are subject to God's judgment. False governmental teachings proclaiming marriage as acceptable between anyone other than one man and one woman is a governmental rejection of God. Proclaiming false marriages is not an act of love toward the participants but is an act of rebellion against God and His revealed truth and it subjects people and our nation to the judgment and discipline of a holy God who will not allow sin to go unpunished.

**Section 5:**      **Biblical Teachings on Non-Christian Marriages**

First Southern Baptist Church's policy regarding Christian marriage and refusing to accept any proclamation that same sex marriage is acceptable is based on the Bible's clear teaching that homosexuality is sin. All sexual relationships other than between a man and woman married to each other are condemned in the Bible. Leviticus 18:22, 26:15-56, Romans 1:24-25 and I Corinthians 5:9-13, 6:9-12, 15-20.

**Section 6:**      **Church's Obligation to Teach God's Truth in Real Love**

First Southern Baptist Church loves people enough to unselfishly warn individuals when their lifestyle exposes them to God's judgment. Celebrating a decision to live a life of sin and encouraging people to live contrary to God's Word is neither an act of love nor true friendship. Non-Christian churches and even churches that hold themselves out as biblical Christian churches who teach or proclaim the acceptability of any "marital relationship" other than a marriage between a husband and wife are apostate churches teaching false doctrine contrary to God's truths and love. These false churches and their leaders are subject to the very severe judgment and punishment of God for leading people into sin and exposing them to the consequences of their sin.

**Section 7:**      **Church Ministry of Redemption**

First Southern Baptist Church supports, ministers to, and prays for individuals living in any sexual sin, as defined by God, that they be delivered from their sin. Failing to repent



from any sin and failing to accept Christ's redemptive payment of the price of our sin will determine the eternal destiny of all men, to either eternity in heaven or hell. A penalty must be paid for all sin. It can only be paid for each individual sinner's turning from sin and accepting Christ's love and forgiveness, so that they are washed, sanctified and cleansed by Jesus Christ and the presence of the Holy Spirit and be freed from their sin.

**Section 8:**      **No Compromise of the Truth**

We accept God's Word as ultimate truth over all the laws, reasoning and thoughts of man. We will not compromise God's truths regardless of society's or the government's pressure to accept decisions and values that are not acceptable to God. We stand on the Biblical example of Peter and John who continued to obey God and preach the truths of His Word even after the governing authorities commanded them to stop preaching the truths about Jesus Christ. Acts 4:19-20. So-called "anti-hate" or discrimination laws that attempt to coerce and punish individuals, churches and businesses into openly accepting and endorsing the lifestyle of individuals who choose to morally sin contrary to God's Word is an act of rebellion against God and subjects all who cooperate with the same to the judgment of God for violating His revealed truth.

**Section 9:**      **Rejection of Contrary "Marriages"**

Based on the revealed truths and the perfect love of God behind them, First Southern Baptist Church accepts the biblical definition of marriage as a covenant relationship between one man with one woman in the presence and love and blessings of God and excluding all others. No other relationship is acceptable as a marriage in God's sight. This church will not allow, recognize, participate in or support any other concept or definition of marriage. Any relationship between two men or two women in any claimed marriage, domestic partnership, domestic unit or other relationship proclaimed equivalent to a marriage is contrary to God's Word, and involves the government throwing off God's Word and subjecting society to judgment for sin.

**Section 10:**    **Policies for Staff and Properties**

For these reasons, and given the place of honor and holiness that marriage is given in the Bible, First Southern Baptist Church adopts the following policies:

**A. Pastors**

The ministers and employees of First Southern Baptist Church of Scottsdale are prohibited from officiating or leading any marriage ceremony unless such marriage is consistent with this policy. Ministers and employees of First Southern Baptist Church of Scottsdale reserve the right to refuse use of church property and reserve the right to refuse performance of a marriage ceremony for any reason, the final determination of which shall be made by the Lead Pastor, or the appointed church authorities in his absence, in accordance with Scripture and the *Baptist Faith and Message 2000*.

First Southern Baptist Church shall employ no ministerial staff member who does not verify that they personally affirm the truths set forth herein and agree to comply with the same. Any pastor or minister employed by First Southern Baptist Church who performs a same sex wedding ceremony shall be promptly terminated consistent with these bylaws for immoral conduct celebrating a decision to live contrary to God's revealed truth.

**B. Preventing Other Ministers from Conducting Ceremonies**

As a local church, we believe that wedding ceremonies conducted on First Southern

Baptist Church of Scottsdale property (“church property”) are spiritual acts of worship of the God who created the divine institution of marriage. As such, weddings on church property shall be officiated by one or more ordained ministers of the Gospel, the acceptability of whose credentials shall be determined by our Lead Pastor, in accordance with this policy based on our belief of the teaching of Holy Scripture.

**C. Prohibiting Properties from Such Use**

The church will not make its facilities available for any wedding if it is determined that one or both of the parties are not biblically and/or legally qualified to marry in accordance with this policy, or for any other reason as determined by the Lead Pastor, in accordance with Scripture and the *Baptist Faith and Message 2000*. No wedding that is intended to be performed on our facilities will be scheduled on the church calendar until both the man and woman to be married have sufficient meetings with, and provide all required information to, the assigned ministerial staff member to confirm their understanding of, and agreement with, this policy.

**D. Wedding Applicants**

All persons desiring to be married at First Southern Baptist Church or by a member of our pastoral staff shall be required to complete premarital counseling with one of our staff members or another minister or pastor acceptable to First Southern Baptist Church in its sole discretion. No marriage or other ceremony shall be performed for any couple who are not qualified in accordance with our policies on marriage. The Pastor conducting the pre-marital counseling has discretionary authority to recommend to the Lead Pastor that in his judgment the couple is not ready for or should not be married at First Southern Baptist Church or by any of our ministerial staff members. The Lead Pastor shall decide, in his discretion but in conformity with these bylaws, whether or not the church will allow the marriage to be held at the church or to be performed by a ministerial staff member and will so advise the couple.

**E. Right to Deny Applicants**

First Southern Baptist Church reserves the right to refuse to allow any pastor to participate in a wedding or other ministry event at the Church. The church reserves the right to refuse to allow the use of church property or facilities to perform any wedding ceremony or other event that, in its sole discretion, is inconsistent with the church’s statement of faith and contrary to Biblical standards for marriage and with this marriage policy.

(Genesis 1:26-28; 2:15-25; 3:1-20; Exodus 20:12; Deuteronomy 6:4-9; Joshua 24:15; 1 Samuel 1:26-28; Psalms 51:5; 78:1-8; 127; 128; 139:13-16; Proverbs 1:8; 5:15-20; 6:20-22; 12:4; 13:24; 14:1; 17:6; 18:22; 22:6,15; 23:13-14; 24:3; 29:15,17; 31:10-31; Ecclesiastes 4:9-12; 9:9; Malachi 2:14-16; Matthew 5:31-32; 18:2-5; 19:3-9; Mark 10:6-12; Romans 1:18-32; 1 Corinthians 7:1- 16; Ephesians 5:21-33; 6:1-4; Colossians 3:18-21; 1 Timothy 5:8,14; 2 Timothy 1:3-5; Titus 2:3- 5; Hebrews 13:4; 1 Peter 3:1-7)